



KMTA GRANT EVALUATION & SCORING CRITERIA

INITIAL SCREENING - *completed by KMTA Program Staff*

Grant Application Title: _____

Applicant: _____

Funding Categories:

- ☐ Historic Preservation
- ☐ Education
- ☐ Signage
- ☐ Trails and Recreation
- ☐ Publications

SECTION A: ESSENTIAL CRITERIA (Pass/ Fail)

- ☐ Project is within the Heritage Area. (Possible exceptions could be made for support of exhibits about the National Heritage Area. For example, a forthcoming exhibit about the Dena'ina people which will be housed in the Anchorage Museum.
- ☐ A community, non-profit or governmental organization active within the Heritage Area is sponsoring the project. This includes organizations with an interest in the Heritage Area as part of a larger sphere of activity.
- ☐ If public lands are involved, the project has the approval of the governmental agency.
- ☐ Project proposals that alter the community landscape (i.e. installing signs, murals, trails, monuments, etc) have included letters of support from the landowner and community council.
- ☐ Matching non-federal funding of 50% or more of the total cost is committed to the project.
- ☐ Project proposal includes a Project Budget Narrative that describes allocation of funding requested and non-federal match funding sources. In-kind sources are accurately accounted for and described, budget worksheet is correctly completed.
- ☐ A project liaison, who is responsible for accomplishing the project, has been identified.
- ☐ If Project proposal is for privately owned historic structures, it is limited to preservation of aspects of the structure that are visible and accessible to the public, and the private owner has committed to maintaining the historic appearance of the structure for a reasonable length of time. Must include landowner support to complete project.
- ☐ If the project is part of a system of traveler information in the Heritage Area, it is easily identified as components of the system, and is safely accessible by the public while minimizing impact on scenic resources.
- ☐ Proposal adequately addresses Section 106 Compliance



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NATIONAL HERITAGE AREA

☐ Project will adequately publicize KMTA sponsorship/ involvement with the project through public outreach, advertisement, logo visibility, and any published materials.

Does project pass all of the above criteria? (Yes/ No)_____

SECTION B: ADDITIONAL CONSIDERATIONS

Desirable, but not required (1 point each)

- ☐ Project encourages the economic viability of the community and the region.
- ☐ Project employs local people.
- ☐ Project creates a new partnership benefiting the purposes of the Heritage Area.
- ☐ Project is over-matched by partnership funding that also helps accomplish the Heritage Area purposes of the project.
- ☐ Project involves young people and helps them learn about the Heritage Area.
- ☐ Project will build on a proven success by expanding and enhancing a successful project that fulfills the KMTA mission.

Total boxes checked = _____ * 1 pts = _____ (6 max)

**Program Staff will alert applicant of short-comings and explain the application will not be reviewed by the Board until complete and compliant. Program Staff will offer one preliminary draft review of applications per applicant, as long as it is received at least two weeks prior to grant deadline.*

SECTION C: EVALUATION – *completed by KMTA Grant Work Group Board Members*

On a Scale of 1–5, rate each item below

Scale of 1 = *project doesn't meet criteria*

2 = *project somewhat meets criteria*

3 = *project meets criteria 50%*

4 = *project mostly meets criteria*

5 = *project highly meets criteria*

Support your numerical score with written comments

Reviewers are required to write down and list Strengths & Weaknesses that correspond with score given.

In addition, reviewers may recommend approval or disapproval for the application; or recommend deferral for future consideration.

Evaluate each application and score (1-5) based on the following criteria:

_____ **Mission-Driven Impact:** Project is consistent with Heritage Area purposes, and increases public awareness and appreciation for the natural, historical and cultural resources of the Heritage Area.

REASONS: _____



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NATIONAL HERITAGE AREA

_____ **Relevance:** Project activities correlate directly to KMTA funding categories established.

REASONS: _____

_____ **Public Support:** The sponsoring organization has exhibited involvement, collaboration, and communication with stakeholders and partners as part of the project proposal, and confirmation of support is included in the application (i.e. letters of support).

REASONS: _____

_____ **Project Objectives:** The applicant has provided measurable objectives to effectively manage and evaluate the success of the completed project.

REASONS: _____

_____ **Project Feasibility & Endurability:** Project is feasible within proposed timeline. Application includes a plan for maintaining any improvements for the benefit of the public, project longevity is described, and short-term and long-term project impacts of grant investment is defined.

REASONS: _____

_____ **Project Personnel:** The applicant has the right staff and/or contractors with the right qualifications and/or experience to effectively manage and complete the project.

REASONS: _____

_____ **Budget:** The budget is *reasonable* and *feasible*, includes necessary and allowable expenses, and includes reasonable in-kind match amounts and sources.

REASONS: _____

Evaluation Score _____ (max 35 pts)

Overall comments/ recommendations:



KENAI MOUNTAINS-TURNAGAIN ARM
NATIONAL HERITAGE AREA

EVALUATION SUMMARY

Initial Screening Section A (pass/fail): _____

Initial Screening Section B (max 30 pts): _____

Evaluation Section C (max 35 pts): _____

TOTAL SCORE (max=65 points) = _____

Please also complete the section below for additional consideration in evaluating the grant applicant

SECTION D: ADDITIONAL CONSIDERATIONS

Need: Does this project directly addresses a critical need or problem identified as a priority for the NHA? Please describe: *Grant Work Group Members to complete*

Past Performance: If the grant applicant previously received a KMTA grant, project was completed on-time, within scope and budget, and reporting requirements were adequately met. Was it easy for KMTA Program Staff to contact and communicate with the grant applicant. (Write N/A if new grant applicant) *Program Staff to complete.*

After reviewers have completed their rating, an aggregate numerical list reflecting the relative merit of each application will be prepared. This numerical eval will be based solely on scores assigned by reviewers. KMTA Program Staff will consolidate numerical scores and share with Board Members.